

**ELIZABETHTOWN CHURCH OF THE BRETHREN**  
**Spring Church Council Meeting Agenda**  
**May 23, 2021**  
**at 11:30 AM VIA ZOOM**

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|-------|---|-------------|
| I.    | Welcome & Call to Order   | Moderator   |
| II.   | Prayer  | Pastor      |
| III.  | The Process for Questions, Comments and Voting  | Moderator   |
| IV.   | Acceptance of Minutes<br><i>November 22, 2020 Fall council meeting</i><br><i>March 21, 2021 special council meeting</i><br><i>May 2, 2021 special council meeting</i>   | Moderator   |
| V.    | Treasurer's report, Exhibit A   | Treasurer   |
| VI.   | Pastors' reports, Exhibit B   | Pastors     |
| VII.  | Request from Greg Laszakovits<br><i>Action A: Request to maintain membership in the Elizabethtown Church of the Brethren as per request from the ANE District Ministry Commission.</i>  | Board Chair |
| VIII. | Reports of the Church Board, Exhibit C<br>a. Christian Education Commission<br>b. Expressions Commission<br>c. Nurture Commission<br>d. Resources Commission<br>e. Witness Commission<br>f. Deacons<br>g. Search Committee<br>h. Building Committee |             |
| IX.   | Affirmation of Reports<br><i>Action B: Receive &amp; Accept the Reports of the Commissions, Committees, and Pastors</i>   |             |
| X.    | Vote on Nurture Recommendation<br><i>Action C: Supportive Communities Network</i>   | Board Chair |
| XI.   | Reflections and Questions   | Moderator   |
| XII.  | Closing Prayer  | Pastor      |

**Elizabethtown Church of the Brethren  
Fall Church Council Meeting Minutes**

**November 22, 2020 at 11:45 a.m. via Zoom**

I.	<p><b>Welcome &amp; Call to Order</b></p> <ul style="list-style-type: none"> <li>Joe Detrick called the meeting to order at 11:52 a.m.</li> </ul>	<b>Moderator</b>
II.	<p><b>The Process for Questions, Comments, and Voting</b></p>	<b>Exhibit A &amp; B</b>
III.	<p><b>Opening Meditation &amp; Prayer</b></p> <ul style="list-style-type: none"> <li>Joe shared a meditation on how to live in times of transition and in-between times (1 Thessalonians 5:6-18)</li> </ul>	<b>Moderator</b>
IV.	<p><b>Overview of Agenda and Approval</b></p> <ul style="list-style-type: none"> <li>No objections to agenda. Agenda approved</li> </ul>	<b>Moderator</b>
V.	<p><b>Acceptance of Minutes</b></p> <ul style="list-style-type: none"> <li>2019 Fall Council (11/17/2019) and 2020 Spring Council (06/28/2020)</li> </ul> <p>No objections to previous meeting minutes. Approved as submitted.</p>	<b>Moderator</b>
VI.	<p><b>Update on Atlantic Northeast District Ministry Commission Actions</b></p> <p>Background Information</p> <ul style="list-style-type: none"> <li>On November 14, the Atlantic Northeast District Board, including Etown CoB members Carroll Kreider and Pat Leiter, met for its usual business meeting.</li> <li>One of the agenda items was a recommendation from the District Ministry Commission to the District Board about Pastor Pam, responding to a same-sex marriage ceremony she performed this summer.</li> <li>The District Ministry Commission was recommending to the Board that a letter would be put in Pastor Pam's permanent file and that she would be encouraged to step back from any district leadership positions.</li> <li>The recommendation required a 2/3 majority vote to pass. That vote threshold was not met.</li> <li>The District Board has decided to schedule another meeting in December to pray and for further discussion.</li> <li>During the process of the District Ministry Commission's inquiry into Pastor Pam officiating a same-sex wedding, church board leadership reiterated our firm support of equal treatment of our LGBTQ+ members. We again provided them with the letter we sent to the Atlantic Northeast District Board on August 13, 2018</li> </ul> <p><b>Questions and Comments</b></p> <ul style="list-style-type: none"> <li>Jim Beckwith is thankful that the removal of ordination does not seem to be on the table.</li> <li>Pat Leiter clarified that there were more options on the table from the District Ministry Commission, not just a letter in Pam's file.</li> <li>Carroll Kreider clarified that the District Ministry Commission unanimously supported simply putting a letter in Pam's file. That recommendation did not get a 2/3 vote from the District Board (short by one vote). The District Board was going to send it back to the Ministry Commission. The Ministry Commission made it clear that their recommendation was unanimous and the Board needs to take further responsibility for the matter, as the Ministry Commissions has already made their recommendation. It goes back for further discussion on December 8. Carroll also expressed a feeling of courage that the Board is having such thoughtful discussions on the matter.</li> <li>Glenn Book recalled that because the marriage was performed within a congregational setting where it was accepted and expected, that next steps would involve a dialogue with our congregation as a whole.</li> </ul>	<b>Board Chair</b>
VII.	<p><b>Update on Building Project Plans Motion #1</b></p> <ul style="list-style-type: none"> <li>The Design and Development phase continues following the vote at the Council meeting last year. The Building Project presentation from the Architect is available online for viewing.</li> <li>Following concerns about green space, Carroll Kreider and Barry Garman began discussions with Elizabethtown College regarding a piece of property between the church and the Bowers Writing House. The College offered to sell the property to Elizabethtown Church of the Brethren for \$1.</li> <li>Carroll Kreider clarified that the new building would expand into our current parking area. The</li> </ul>	<b>Board Chair</b>

	<p>College has been using our parking space during the week and really needs parking space. This additional property would allow us to continue to offer the College parking spaces and would also provide them access walkways to and parking near the Bowers Writing House.</p> <ul style="list-style-type: none"> <li>Barry Garman clarified that this would allow additional access to the church property from Cherry Street in the future, but there are no plans to make use of that option at this time.</li> </ul> <p><b>Action A:</b> The Board recommends that Council approve the purchase of approximately one acre of adjoining land, which includes land from the gardens to the College's Bowers Writing House and extends to Cherry Street, for \$1 (one dollar) and cover the legal costs for the transfer of deeds.</p> <ul style="list-style-type: none"> <li><b>Voting Results:</b> Votes tallied from the Google Form: 100 yes, 0 no. Action is approved.</li> </ul>
VIII.	<p style="text-align: right;"><b>Exhibit C, Treasurer</b></p> <p><b>Treasurer's Report</b> <b>Balance Sheet</b></p> <ul style="list-style-type: none"> <li>Three main causes for the increase in total assets vs last year: <ul style="list-style-type: none"> <li>Almost \$1M in campaign contributions in the last 12 months, which has increased the cash in our money market fund</li> <li>Capital Campaign pledges are listed as a receivable item (asset)</li> <li>Different investment funds were carried as book value last year but are now being reflected at market value, so the accumulated capital appreciation has increased the assets by almost \$1.3M.</li> </ul> </li> <li>Question regarding the increase of the Pastoral Housing Fund increase. Similar to the other funds, it has appreciated in value over the years. This year we are reflecting the market value of the funds on the balance sheet. This reflects more of an accounting reporting change than an actual change in value from last year. When we look at the balance sheet next year, there shouldn't be as significant of a difference in these long-term funds. We're catching up the entire appreciation of the long-term funds in one year here.</li> </ul> <p><b>Comparative Income Statement</b></p> <ul style="list-style-type: none"> <li>Offerings year to date are behind budget and behind where things stood at this point last year</li> <li>The decision to transfer from the Facility Fund is typically made in December in consultation with the Finance Committee and the Board if we need to cover any capital improvements.</li> <li>Most disbursement categories are under budget.</li> <li>As of the end of October, we are at a net loss of \$22k, compared to last year at a net loss of \$40k at the same time point last year, which we made up in November and December last year.</li> </ul> <p><b>Investments</b></p> <ul style="list-style-type: none"> <li>No contributions this year. No disbursements at this time. Expecting approximately \$40k in disbursements in December. With market appreciation, as of the end of October, we have a net gain of \$72k for the year (2.9% return).</li> <li>Investment Mix as of the end of October: <ul style="list-style-type: none"> <li>\$1.2M in balanced fund (60% equity/ 40% fixed income)</li> <li>\$1.3M in a short-term fund (based on council decision last December to set aside \$1.3M in a conservative investment for the building project)</li> </ul> </li> </ul>
IX.	<p style="text-align: right;"><b>Exhibit D, Board Chair</b> <b>Exhibit E, Treasurer</b></p> <p><b>Proposed Budget for 2021</b> <b>Narrative Budget</b></p> <ul style="list-style-type: none"> <li>Presenting a conservative 2021 budget (1.6% increase from 2020) based on the fact that we have many unknowns and have faced a challenging 2020.</li> </ul> <p><b>Discussion and Comments</b></p> <ul style="list-style-type: none"> <li>Candace Hoover - Does the 2021 projection include a reduction for pastoral salary as Greg will leave in January and may take a few months to replace? <ul style="list-style-type: none"> <li>Response: The Board and Finance Committee chose not to reduce the budget. We don't know how quickly that position will be filled. That number will likely change, but we felt it best not to speculate on the timing or what the salary or benefits may be and to leave the existing value for budget purposes.</li> </ul> </li> <li>Glenn Book - Proposed presenting a revised budget at the May Council if things need to be re-evaluated and reflect 2020 final results and early 2021 actual expenses and giving.</li> <li>Have we considered not filling Pastor Greg's position, given that we spend over half a million dollars on salaries and benefits?</li> </ul>

	<ul style="list-style-type: none"> <li>○ Response: The HR Committee is already looking at our staff complement right now and will be making recommendations to the Board about what our staff complement should look like in the future and if we should be making any changes. This is an opportunity for us to look at our staffing levels now and make changes if we need to change roles. The Pastors have already had one-on-one meetings with the HR Committee to talk about their thoughts.</li> </ul> <p><b>Action B:</b> Accept the Proposed Budget for 2021</p> <ul style="list-style-type: none"> <li>● <b>Voting Results:</b> Votes tallied from the Google Form: 98 yes, 2 no. Action is approved.</li> </ul>
X.	<p style="text-align: right;"><b>Exhibit F, Pastors</b></p> <p><b>Pastoral Team Report</b></p> <p><b>Greg</b></p> <ul style="list-style-type: none"> <li>● Expressed thanks for everything that has been done for the church and for his family over the past 15 years. Will look back on this time with fondness and appreciation; we did amazing things together. Is excited for ECOB’s future. In January will be preaching a “farewell” series</li> </ul> <p><b>Josh</b></p> <ul style="list-style-type: none"> <li>● Much time has been spent planning each week for online worship.</li> <li>● Kudos to the church Board for prioritizing and investing (financially and with time) in growing online ministry. Made a significant tech upgrade in February without knowing that 1 month later 100% of worship would be online. Great insight and great investment.</li> <li>● In March, Josh took some online continuing education courses focused on audio and video production, which have been put to use each week in the production of our worship services.</li> <li>● Grateful for the fantastic and dedicated team that puts in the work week after week to make sure all the tech works and we’re able to continue our ministry.</li> <li>● Question regarding the creation of a Tech Team Committee <ul style="list-style-type: none"> <li>○ Response: At the end of 2019 and early 2020 in 2020, the Board was looking at changing Expressions to have more of a technology focus or adding an additional Tech Committee. In our current state, this seems to be a very good idea. Those discussions have been put on pause. The current A/V team meets weekly. We should look to structure a team to focus on all aspects of technology for our congregation (worship and beyond).</li> </ul> </li> </ul> <p><b>Jason</b></p> <ul style="list-style-type: none"> <li>● Faith formation has been moved online, which works differently for various age groups. Continue to work to meet needs.</li> <li>● Over the last few months, our worship services have been seen by more people today than they have been in the past. In the past we were limited to the size of our sanctuary and that’s no longer the case. People are tuning in from all over the place. The reach we have is a testament to the work we have been doing.</li> </ul> <p><b>Pam</b></p> <ul style="list-style-type: none"> <li>● Continue to learn what ministry looks like in a pandemic and exploring ways to reach out.</li> <li>● We’ve had some people inquire about our Inquirer’s Class. Working on ways to make that work.</li> <li>● Working on making a meaningful experience for Christmas Eve to make us feel connected even though we will be virtual.</li> </ul> <p><b>Comments and Feedback</b></p> <ul style="list-style-type: none"> <li>● Jim Beckwith - Commented on the blessing it has been to be Jason’s mentor and to watch as his confidence and his depth in preaching and pastoral presence have developed. Gave special thanks to Pastor Greg for his work with Jason in developing Jason’s leadership skills. Expressed gratitude for the way in which all four pastors bring their gifts and skills together.</li> </ul>
XI.	<p style="text-align: right;"><b>Exhibit G, Moderator</b></p> <p><b>Affirmation of Ministerial Licensing for:</b></p> <ul style="list-style-type: none"> <li>● Jason Haldeman</li> <li>● Josh Tindall</li> </ul> <p><b>Action C:</b> Re-affirm the licensing of Jason Haldeman and Josh Tindall to ministry in the Atlantic Northeast District of the Church of the Brethren</p> <ul style="list-style-type: none"> <li>● <b>Voting Results:</b> Votes tallied from the Google Form: 100 yes, 0 no. Action is approved.</li> </ul>
XII.	<p style="text-align: right;"><b>Exhibit H</b></p> <p><b>Reports of Church Board</b></p> <ul style="list-style-type: none"> <li>● Christian Education Commission</li> <li>● Expressions Commission <ul style="list-style-type: none"> <li>○ Karen Ungemach shared that it’s been a very busy year for Expressions to get up to speed</li> </ul> </li> </ul>

	<p>with live streaming. Expression of gratitude for the immense amount of work that has been put forth by Josh, Jerry Knight, Kurt Kreider, and the whole team. Also expressed the immense grief felt at the loss of Seth Nornhold. He was so committed and worked tirelessly behind the scenes.</p> <ul style="list-style-type: none"> <li>• Nurture Commission</li> <li>• Resources Commission</li> <li>• Witness Commission</li> <li>• Deacons</li> </ul> <p><b>Comments and Feedback</b></p> <ul style="list-style-type: none"> <li>• Anna Belser - participated in the effort from the Witness Commission for writing notes to the congregation and thoroughly enjoyed reaching out to everyone.</li> </ul>
XIII.	<p><b>Affirmation of Reports</b></p> <p><b>Action D:</b> Receive and Accept the Reports of the Commissions, Committees, and Pastors</p> <ul style="list-style-type: none"> <li>• Motion by Barry Garman. Second from Karen Ungemach.</li> <li>• <b>Voting Results:</b> Votes tallied from the Google Form: 100 yes, 0 no. Action is approved.</li> </ul>
XIV.	<p><b>Gifts Discernment Committee - 2021 Church Leadership Slate</b> <b>Exhibit I</b></p> <ul style="list-style-type: none"> <li>• Anne Garber expressed gratitude for the work of the Gift Discernment Committee members (Al Sollenberger, Amy Nilsen, Candy Hoover, Audrey Barlet, and Pastor Pam)</li> <li>• Excited for the excellent slate for 2021. Still working hard to fill the role of Board Chair Elect.</li> </ul> <p><b>Action E:</b> Accept the Slate for 2021 Church Leadership Group Members</p> <ul style="list-style-type: none"> <li>• <b>Voting Results:</b> Votes tallied from the Google Form: 100 yes, 0 no. Action is approved.</li> </ul>
XV.	<p><b>Statement on Anti-Racism</b> <b>Exhibit J, Pastor Jason</b> <b>Background</b></p> <ul style="list-style-type: none"> <li>• Anti-Racism group began this summer as a reading and study group and then transitioned to a processing and action group. Drafted this statement as a guiding document for ways that we can think about anti-racism within the context of our congregation. Our hope is that the congregation can endorse this statement as being part of who we are. We will use this document to shape how we think about anti-racism work within our congregation going forward, and to make our position known publicly.</li> </ul> <p><b>Comments and Feedback</b></p> <ul style="list-style-type: none"> <li>• Julie Heisey - a major portion of the statement has to do with what we need to learn ourselves in order to move forward with racial justice. Encouraged everyone to take advantage of opportunities to educate yourselves.</li> <li>• Ralph Detrick - this work was not done hurriedly. Every week it was debated and discussed and carefully crafted with prayer and thought.</li> <li>• Jason Haldeman - this statement is also a call for personal growth.</li> </ul> <p><b>Action F:</b> Affirm the Anti-Racism Faith Statement as an official statement of the Elizabethtown Church of the Brethren</p> <ul style="list-style-type: none"> <li>• Motion from Julie Heisey. Seconded by Pat Williams.</li> <li>• <b>Voting Results:</b> Votes tallied from the Google Form: 100 yes, 0 no. Action is approved.</li> </ul>
XVI.	<p><b>Reflections and Questions</b> <b>Moderator</b></p> <ul style="list-style-type: none"> <li>• Was there consideration of making use of the voting function within Zoom? <ul style="list-style-type: none"> <li>◦ Response: Yes, many options were considered. We wanted to keep a voting option open for those who couldn't participate in the video session and were tuning in to the meeting with audio only. Additionally, some members without email were mailed a physical ballot.</li> </ul> </li> </ul>
XVII.	<p><b>Closing Prayer</b> <b>Pastor Jason</b></p> <ul style="list-style-type: none"> <li>• Pastor Jason closed the meeting with a prayer</li> <li>• The meeting concluded at 1:37 p.m.</li> </ul>

Respectfully submitted,  
Alyssa Cross, Church Clerk  
December 6, 2020

# Elizabethtown Church of the Brethren

## Church Council Minutes

March 21, 2021 11:30 AM via Zoom

I.	<b>Welcome &amp; Call to Order</b> <ul style="list-style-type: none"><li>Moderator Joe Detrick gave a word of greeting and opened the meeting by reviewing the agenda.</li></ul>	<b>Moderator</b>
II.	<b>Opening Prayer</b> <ul style="list-style-type: none"><li>Pastor Jason opened with a prayer.</li></ul>	<b>Pastor Jason</b>
III.	<b>Process for Questions, Comments, and Voting</b> <ul style="list-style-type: none"><li>Jim Beckwith will be serving as Parliamentarian</li><li>Comments and questions will be handled via the Chat function.</li><li>Due to the nature of this special meeting, only the motions laid out below will be considered. No other motions can be laid before the council today for a vote.</li><li>A simple majority (51%) will pass the motions today.</li></ul>	<b>Moderator</b>
IV.	<b>Introduction of the business Items</b>	<b>Board Chair</b>
	<b>ACTION A</b> <ul style="list-style-type: none"><li>Do you agree to accept a phased approach for the construction and remodeling project?</li></ul>	
	<b>ACTION B</b> <ul style="list-style-type: none"><li>Do you agree to accept the construction schedule outlined in Phase I and II?</li></ul>	
V.	<b>Overview and Background on the above two items</b> <ul style="list-style-type: none"><li>Board Chair Paula Knudsen Burke gave a brief presentation on the history of the project, highlighting the Capital Campaign booklet</li><li>We celebrate the fact that we have surpassed the \$2M mark in campaign donations received to date.</li><li>Why is action needed now?<ul style="list-style-type: none"><li>We have a window of opportunity to start work in the Christian Education (CE) building between mid-May and mid-September (5 months). This allows us to have acceptable swing space for tenant use while we begin upgrading our current church building so that the entire building will be handicapped-accessible after the first two phases.</li></ul></li><li>What will happen in Phases I and II?<ul style="list-style-type: none"><li>Upgrade HVAC system in the Christian Education (CE) wing, including a new VRF (variable refrigerant flow) system, an energy-efficient cooling and heating system</li><li>Re-roof the CE roof (currently leaking) and install new rooftop units for the original building to prepare for Phase III</li><li>Replace leaky boiler</li><li>Renovate and make ADA compliant restrooms in the CE wing</li><li>Relocate existing kitchen to current stage area</li><li>Provide adult classroom space (2nd floor) and centralized Sunday School space for children and youth on the CE main level.</li></ul></li><li>Background<ul style="list-style-type: none"><li>Years of study and discussion have shown that our current building is aging and in need of repairs</li><li>The phasing approach presented for your vote today allows us to address much-needed renovations and upgrades while planning for future expansion.</li><li>Paula presented a high-level timeline of the building project to date.</li></ul></li><li>Overview from the Building Committee (Barry Garman)<ul style="list-style-type: none"><li>Barry reviewed the proposed schedule of work for each Phase.</li><li>Phases III and IV could be flipped, or done in pieces in tandem. That can be discussed further as we make our way through the project.</li><li>Barry's estimate: \$1.5-\$1.6M instead of the \$650k-\$750k previously mentioned. These numbers will be more refined after we receive bids from the three contractors, pending the</li></ul></li></ul>	<b>Board Chair</b>

results of today's vote. The increase in the estimate is a result of purchasing the HVAC units now, and would therefore reduce the cost of Phase III.

### **Discussion and Comments from the Congregation**

- Nancy Hivner: Is it true that everything on the list of items to be completed during these first phases was included in the plan approved previously - except the remodeling of the education wing restrooms? That work is an expansion of the original plan, correct?
  - Yes, that is correct. Scheme 20 is largely the same. The renovation of the bathrooms was in a previous scheme and has been brought back in.
- Raymond Powell: Does the \$2M amount reference funds in hand or funds committed? If it does not include committed, what would be the total amount, (ie, in hand plus pledged)?
  - Over \$2M received to date. We have spent about \$400k in design and development, so we have approx \$1.6M in hand (invested in a money market fund).
  - Over \$3M was pledged through the capital campaign. Of those pledges, a little over \$1M remains to be received.
- Duane Hernley: The new roof and A/C units on that roof were not included in Phase I, correct?
  - It was not included in the Phase I schedule as previously presented. This work was included in the overall scheme of the project, but at a later date.
  - Moving this work to Phase I came about because the leaky boiler in the basement needs to be replaced. About three years ago we installed two gas-fired boilers in the CE building. These are scheduled to be relocated to the mechanical room in the basement to take care of replacing our leaky boiler there. In order to facilitate this move, we need to bump up the installation of the HVAC system to Phase I, rather than in a later phase as indicated in the original overall project. Taking care of this work now would allow the CE Building to have heating and a/c by the end of the period.
  - The new units for the HVAC system will be mounted on the rooftop of the CE building and will service the balance of the existing church building (with the exception of one unit to be placed on the roof of the new addition). Work at this time would include purchasing the units, mounting them on the CE roof, and running the ductwork and piping from those units over to the existing gable wall, to penetrate into the attic cavity in preparation for Phase III work, which would then supply the existing building with heating and a/c.
  - Following the installation of the new HVAC units and running of the ductwork, construction activity will be complete on the CE roof. All of this activity on the roof could exacerbate the existing leaky roof issues we have. It would be appropriate to address the new roof for CE building at this time. The code for roof insulation would allow us to gain energy efficiencies with this new roof, also.
- Damon Wagner Fields: Does this mean we need to raise an additional \$1M?
  - No. We currently have \$1.6M in our money market account today to do the work outlined today.
- Don Kraybill: If we approve both of these recommendations today, will there be a time in the future to review the remaining phases with their cost projections? When is the appropriate time to do that?
  - Barry has talked with the architect and he should be able to generate drawings that are 98% complete. These comprehensive drawings will allow contractors to bid on the entire project accurately, broken out by Phase (with cost per phase).
- Kurt Sollenberger: From a resources perspective, we have been kicking maintenance issues down the road. This timing to renovate first and address the maintenance issues makes sense. Expressed appreciation for Barry and the Building Committee's response and ability to continually pivot to address the needs.
  - One of the benefits of purchasing the HVAC units now and running the ductwork and piping is that we will have purchased the bulk of the equipment that is necessary for the rest of the project.
- Donna McDonough: Does this mean that this phasing approach doesn't make the entire Scheme 20 set in stone?
  - There is room in Phases III and IV to continue to evaluate and tweak.
- George Snavely: With regard to the 5 month window; when you hand out the bid, how much of that will be changed from a contractor standpoint? How do you set a schedule with a contractor?

- We are going to bid with the contractors that previously submitted bids and define Phases I and II from the original project. The general contractor will then be responsible for coordinating the subcontractors to meet the timeline.
- Damon Wagner Fields: Does the ECCC have enough space for a play area outside and open space in the basement?
  - Yes. Barry and the team have met with the licensure coordinator from the PA Department of Human Services. DHS has given approval for the 5-month move time. ECCC has expressed that they have the highest-level of STARS accreditation and would let us know if any plans would jeopardize that accreditation. *Keystone STARS (Standards, Training/Professional Development, Assistance, Resources, and Supports) is a quality rating system that promotes quality improvement in early learning and development programs and school-age child care.*
- Kurt Sollenberger: What is going to happen to the existing Sunday School rooms? Is that part of the later phases?
  - At the end of Phase II, we will have the existing main level of the CE building as it is right now (no interior renovations) until we remodel it in Phase III or IV. All ECoB child and youth programming will be centralized on the main level. The classrooms on the second floor may have some cosmetic work done to them (paint only) and will be vacated by the Child Care Center for dedicated use for Adult Sunday School. All of Child Care and Nursery school will be located on the lower level.
- Vida Snavelly: Are the bathrooms in the lower level going to be addressed in Phases I and II?
  - No, they will be addressed in Phase III.
- Ralph Detrick: Will the outside trailer be needed after the completion of Phase II?
  - We will continue to need some swing space until we have a new addition. We may continue to have a need for the trailer to serve as office space when we begin to renovate other areas of the building.
- Duane Hernley: So to be clear, we are remodeling for ECCC, losing our choir room, cutting our kitchen in half, and no changes in any improvements for us as a congregation?
  - The improvements for the congregation during Phase I/II include an entirely new and efficient HVAC system and centralizing our children's programming on one level.
- Krista: We have a very active music program at our church, how was that not considered in these renovations?
  - There is no room for it in Phases I and II. Music space is included in the new construction portion of Scheme 20.
- Candace Hoover: I feel it begs mention that when projects are phased, focus projects have to take precedence for progress. I hope all understand that their portions are included, if not in Phase I, then through Phase III-IV. Also want to note that ECCC is an ECoB ministry
- Anna Belser: I think we are renovating for ourselves as well as for our tenants.
- Pat Williams: With renovations, ECCC will be able to increase enrollment, creating a positive impact on the community. Everyone is going to be displaced throughout the construction and renovations and we will all have to work together to get through the project.
- Donna McDonough: Could the music program use the sanctuary for practice?
  - Josh does not foresee much of an impact due to current restrictions on in-person gatherings and singing and with the normal break between Memorial Day and Labor Day. Working on possibly using sanctuary space for rehearsals.
- Craig Coble: Is Josh prepared and able to adjust to losing the choir room? He is such an important part of our ministry, I don't want him to be left out in the cold.
  - Josh has been working with resources, HR, and Barry to find solutions for storage. Considering using his current office space for storage due to climate/temp control and finding another space for him to use as an office.

VI.	<p><b>Formal recommendation for Action A and B</b></p> <p>We bring before you two actions unanimously recommended by the Church Board:</p> <ul style="list-style-type: none"> <li>● <b>Action A:</b> Do you agree to accept a phased approach for the construction and remodeling project?</li> <li>● <b>Action B:</b> Do you agree to accept the construction schedule outlined in Phase I and II?</li> </ul>	<b>Board Chair</b>
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VII.	<p><b>Voting Instructions</b></p> <ul style="list-style-type: none"> <li>● The voting will be handled via a Google Link, which was sent to members Sunday, March 21 at noon. The voting link will be open until 4:00 pm.</li> </ul> <p><b>Voting Results</b></p> <ul style="list-style-type: none"> <li>● <b>Action A: Do you agree to accept a phased approach for the construction and remodeling project?</b> <ul style="list-style-type: none"> <li>○ <b>Results:</b> We received 141 electronic votes and 3 paper ballots. 139 votes were in favor and 5 votes were against. The action passes.</li> </ul> </li> <li>● <b>Action B: Do you agree to accept the construction schedule outlined in Phase I and II?</b> <ul style="list-style-type: none"> <li>○ <b>Results:</b> We received 141 electronic votes and 3 paper ballots. 136 votes were in favor and 8 votes were against. The action passes.</li> </ul> </li> </ul>
X.	<p><b>Concluding Comments and Prayer</b> <span style="float: right;"><b>Moderator, Board Chair, Pastor</b></span></p> <p>Pastor Pam closed the meeting in prayer. Meeting concluded at 12:50 pm</p>

Respectfully submitted,  
Alyssa Cross, Clerk  
March 21, 2021

# Elizabethtown Church of the Brethren

## Church Council Minutes

May 2, 2021 11:30 AM via Zoom

I.	<b>Welcome &amp; Call to Order</b> <ul style="list-style-type: none"><li>Joe called the meeting to order at 11:34 am</li></ul>	<b>Moderator</b>
II.	<b>Opening Prayer</b> <ul style="list-style-type: none"><li>Pastor Pam opened the meeting with a prayer</li></ul>	<b>Pastor</b>
III.	<b>Review Process for Questions, Comments, and Voting</b> <ul style="list-style-type: none"><li>Comments and questions will be handled via the Chat function</li><li>Due to the nature of this special meeting, only the motions laid out below will be considered. No other motions can be laid before the council today for a vote.</li><li>A simple majority (51%) will pass the motions today.</li></ul>	<b>Moderator</b>
IV.	<b>Introduction of the business Items</b>	<b>Board Chair</b>
	<b>ACTION A</b> <ul style="list-style-type: none"><li>Does the congregation accept the bids totaling \$820,294 for Phase I work, including general construction and kitchen/food service, as detailed in Exhibit I?</li></ul>	
V.	<b>Discussion on the above item (See Exhibit 1)</b> <ul style="list-style-type: none"><li>If the vote is successful, we will immediately begin work on the new bathrooms and HVAC prep work.<ul style="list-style-type: none"><li>New Americans with Disabilities Act (ADA) compliant restrooms on the main level of the Christian Ed (CE) Wing.</li><li>Put structural steel on CE roof to support air conditioners.</li><li>Replace CE roof, which includes insulation to improve energy loss.</li><li>Purchasing and installing rooftop units on the CE roof, including exposed ductwork and piping into the existing building.</li></ul></li><li>The remainder of the bids, although approved, will not be acted upon until the numbers for Phases II, III and IV are finalized. We are tentatively planning an in-person "mini-retreat" for early fall 2021 to allow us to gather together to reassess and process congregational input about these later phases.<ul style="list-style-type: none"><li>A new fully equipped kitchen on the fellowship hall level.</li><li>Install grease trap and new sewer lateral.</li><li>Upgrade Electrical System</li><li>With the kitchen being relocated, we are able to renovate the old kitchen area to provide full handicapped access to all levels of our building and consolidate all ECCC facilities on the lower level.</li><li>Other items listed in Exhibit I.</li></ul></li></ul> <b>Discussion and Comments from the Congregation</b> <ul style="list-style-type: none"><li>Anna Belser: Question to clarify the work being done.<ul style="list-style-type: none"><li>Only the first four items. We do not yet have cost estimates for the remainder of the work originally outlined in Phase I.</li></ul></li><li>Raymond Powell: I would like to commend and thank those involved in the decision making process for limiting the scope of today's action to the four items mentioned, and for me, doing so has changed what I think was going to be a negative vote on my part to a positive in favor vote and a good feeling moving forward.</li><li>Jim Hollinger: Is there anything happening to the current choir/music room as part of Phase 1?<ul style="list-style-type: none"><li>No work being done at this point.</li></ul></li><li>Don Kraybill: If we support this motion today it implies that we will have another meeting to review and decide how to proceed in the future (to determine the order of the remainder of the project).<ul style="list-style-type: none"><li>That is correct. After deliberation and review as a congregation, we can mix and match the order of the remainder of the project.</li></ul></li><li>Expressions of thanks to Barry and the Building Committee for their time and expertise in dedication to this project from Ellen Flury and Peg Over.</li></ul>	<b>Board Chair</b>

	<ul style="list-style-type: none"> <li>● Carroll Kreider: What will happen if we have a boiler emergency? This current plan does not address our current boiler. <ul style="list-style-type: none"> <li>○ The boiler is still very high on the priority list, and the new VRM system is still planned, but we just don't have those numbers today. Although leaking, the boiler is anticipated to continue to function.</li> </ul> </li> <li>● Duane Hernley: Is the roof for the Education Wing in this vote? <ul style="list-style-type: none"> <li>○ Yes, the work outlined includes installing the steel support structure, then placing the rooftop units on the steel. Prior to the ductwork being installed, the old existing roof will be removed, the new insulation will be placed, and the new rubber membrane will be placed over that (with appropriate flashing) which will take care of the new roof.</li> </ul> </li> <li>● Don Ziegler: Because the new units will provide both heating and cooling, is that how we can use the existing boiler in the education wing to replace the leaky one in the older part of the building? <ul style="list-style-type: none"> <li>○ Yes, once we get to that place in time. Phase I involves placing the new units on the rooftop, but does not include connecting the ductwork.</li> </ul> </li> <li>● Vida Snavely: Do we have a contractor selected for this HVAC work? <ul style="list-style-type: none"> <li>○ High, Horst, and Benchmark have all bid. Either Horst or Benchmark will be our general contractor. Still reviewing to make sure that they are comparable in the way they have submitted the bids.</li> </ul> </li> <li>● Jim Beckwith: If we choose the best bid on this portion of the work to be our contractor now, will we be free to compare bids on future work and potentially choose a different contractor for those portions of the work? <ul style="list-style-type: none"> <li>○ Yes, we are bidding in phases and plan to continue to bid for the remainder of the project.</li> </ul> </li> <li>● Kurt Sollenberger: Several expressed concern with moving forward with Phase I as it was originally outlined with the new kitchen and a smaller fellowship hall. This new plan addresses those concerns and is a good way to proceed.</li> <li>● Vida Snavely: Who is responsible to ensure that everything that is being put in place today will work with any future phases going forward? <ul style="list-style-type: none"> <li>○ The architect and engineers are responsible.</li> </ul> </li> <li>● Duane Hernley: The proposal has changed since Wed. What was the cost on Wednesday versus what we are voting on today? <ul style="list-style-type: none"> <li>○ No longer planning to proceed with the work in the kitchen area at this time, but we are planning to proceed with the four items as outlined at the beginning of the meeting.</li> </ul> </li> </ul>
VI.	<p><b>Formal recommendation for Action Item</b> <span style="float: right;"><b>Board Chair</b></span></p> <p>We bring before you an action item unanimously recommended by the Church Board:</p> <ul style="list-style-type: none"> <li>● Does the congregation accept the bids totaling \$820,294 for Phase I work, including general construction and kitchen/food service, as detailed in Exhibit I?</li> </ul>
VII.	<p><b>Voting Instructions</b></p> <ul style="list-style-type: none"> <li>● The voting will be handled via a Google Link, which was sent to members Sunday, May 2 at 11:00 a.m. The voting link will be open until 4:00 pm.</li> </ul> <p><b>Results</b></p> <p><a href="#">Does the congregation accept the bids totaling \$820,294 for Phase I work, including general construction and kitchen/food service, as detailed in Exhibit I?</a></p> <ul style="list-style-type: none"> <li>● <b>A total of 125 votes were received. 118 yes; 7 no. Action is approved.</b></li> </ul>
X.	<p><b>Concluding Comments and Prayer</b> <span style="float: right;"><b>Moderator, Board Chair, Pastor</b></span></p> <ul style="list-style-type: none"> <li>● Pastor Jason closed the meeting in prayer. Meeting concluded at 12:35 pm</li> </ul>

Respectfully submitted,  
Alyssa Cross, Clerk  
May 2, 2021

## Treasurer's Report

## Exhibit A

### 1. Review of Income Statement as of 04/30/2021

After four months in 2021, preliminary operating results are negative, with disbursements exceeding revenues by \$16,764 (at the end of last month the net position was a positive \$3,407). Revenue at the end of April is under budget by \$30,121 (\$273,980 received versus \$304,101 budgeted). Revenue is \$49,192 ahead of where we were at the end of April last year. Regular offerings, at \$249,773, fell short of the budgeted offerings of \$267,768 by \$17,995, and are \$46,425 above last year's amount of \$203,348 (general fund giving is about 23% ahead of last year). A month by month summary of offerings is provided in the graph entitled "ECOB 2021". Note that giving in every month this year has been below budget except for April. April 2021 giving (\$92,295) was well above budget, and more than April 2020 giving (\$55,914). A 5 year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled "ECOB YTD 4/30 COMPARISON."

Disbursements at the end of April are under budget by \$18,303 (\$290,744 actual spending versus \$309,047 budgeted spending) and \$26,762 more than last year. Resources spending increased significantly in April due to a second payment on elevator repairs and is well above budget. With the exception of Witness and Administration, spending in all other categories is under budget and is less than a year ago.

Overall, as of 4/30/2021 we are in a preliminary net operating loss position of \$16,764, with income and expenses both under budget. Income and spending is higher than a year ago. Last year at the end of April we were in a net loss position of \$39,194.

### 2. Cash Position, Building Project, and LT Investments at BFI

Our cash position at 4/30/2021 is \$1,857,877. This compares to our cash position a year ago of \$1,219,714. The large increase in cash is primarily due to Capital Campaign contributions. Just over \$1,631,000 of this cash is invested in a money market fund.

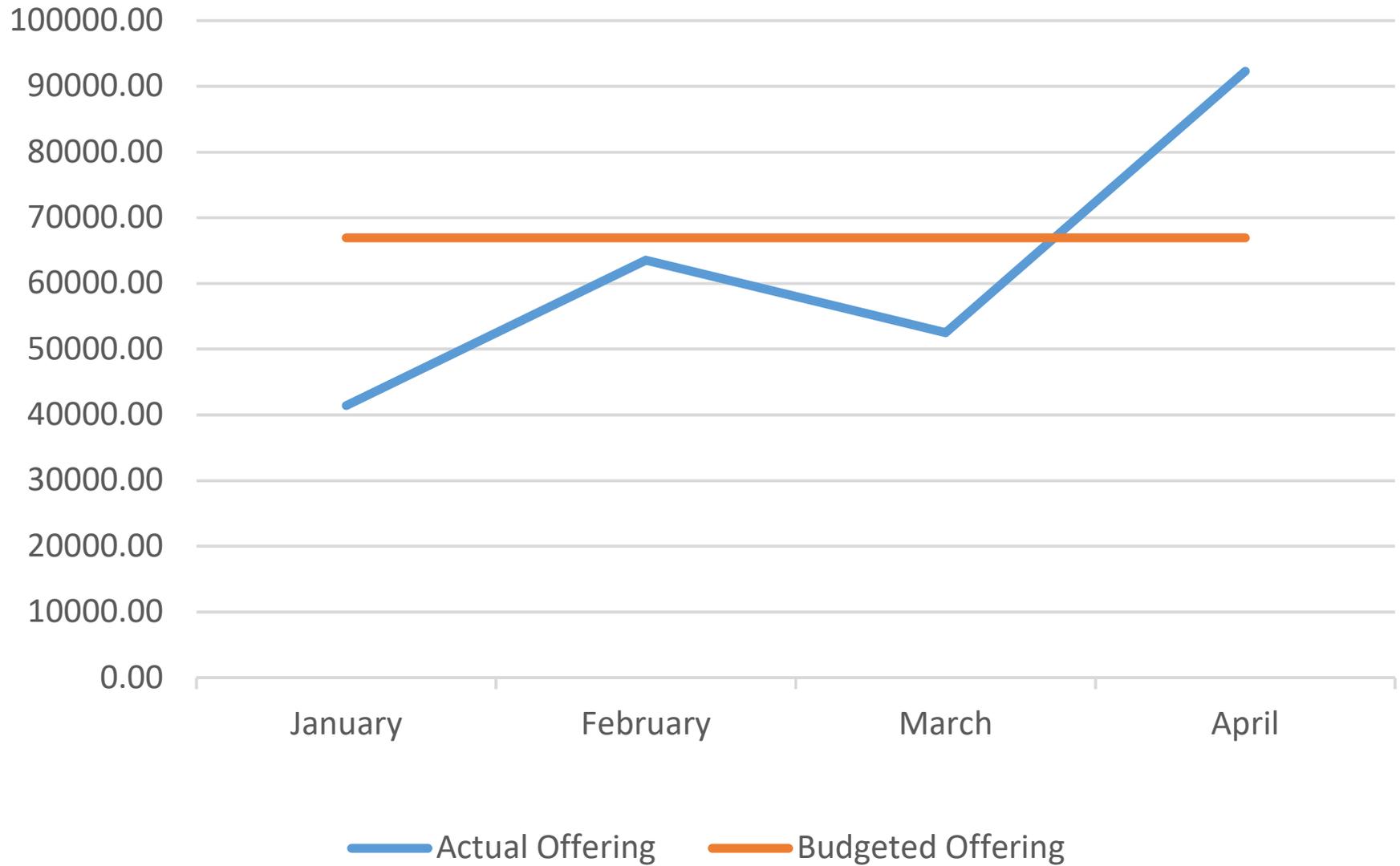
Contributions to the building project at 4/30/2021 totaled \$2,063,577 (\$142,254 in 2021, \$41,107 in April). Non-operating budget building project costs to date are \$417,659 (\$12,497 in 2021). Net proceeds available for future building project spending is \$1,645,918.

The market value of all long-term memorial funds invested with the Brethren Foundation as of 4/30/2021 was \$2,579,955, which is up \$63,524 from the beginning of the year market value of \$2,516,431, reflecting an investment gain, net of expenses, of \$63,524 (a total investment return for the year of approximately +2.5%). The investment return for April was +1.8%. As of 4/30/2021 our portfolio was invested \$1,302,632 (50%) in a Short-term investment fund and \$1,277,323 (50%) in a balanced fund (60% domestic stock fund, 40% bond fund).

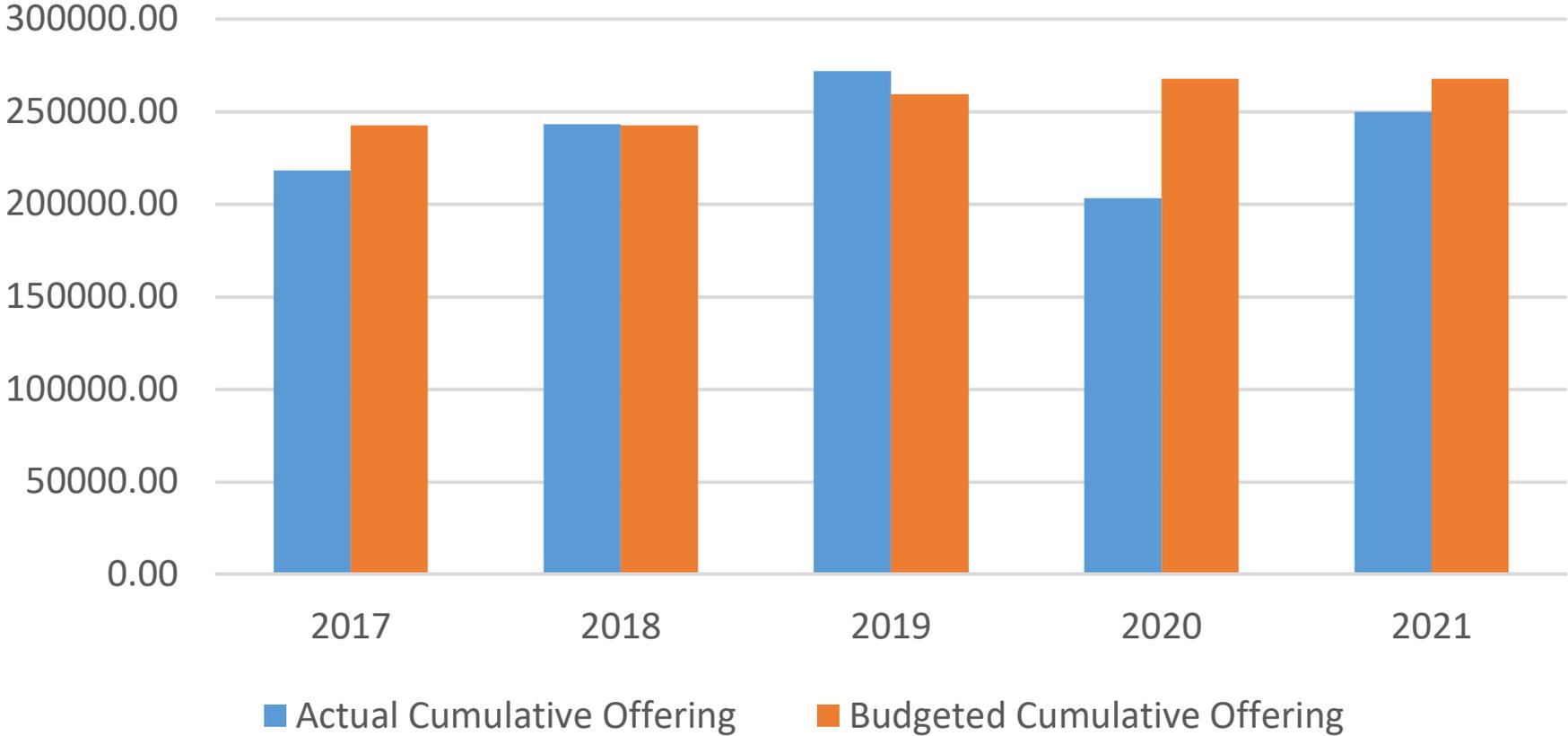
**Elizabethtown Church of the Brethren**  
**Comparative Income Statement with Current Year Budget**  
**For the Four Months Ending April 30, 2021**

	Budget This Yr	YTD - Budget	YTD - Actual	YTD - Last Year
<b>Budgeted Revenues</b>				
Offerings; Finance Com. Recom	803,303.00	267,767.68	249,772.60	203,347.53
Rents	67,000.00	22,333.36	21,488.00	16,297.00
Interest Income	0.00	0.00	52.99	2,477.28
Transfer from Housing Fund	8,000.00	2,666.68	2,666.68	2,666.68
Transfer from Facility Fund	34,000.00	11,333.36	0.00	0.00
<b>Total Budgeted Revenues</b>	<b>912,303.00</b>	<b>304,101.08</b>	<b>273,980.27</b>	<b>224,788.49</b>
<b>Budgeted Disbursements</b>				
Ministry Salaries & Benefits	538,094.00	179,364.84	140,409.33	168,448.64
Administration	31,050.00	10,350.16	11,567.89	9,796.44
Expressions	11,002.00	3,667.48	1,070.91	2,992.98
Nurture	17,700.00	5,900.20	1,427.23	1,618.23
Christian Education	6,300.00	2,100.04	417.19	1,331.59
Witness/Outreach	92,714.00	30,904.96	31,333.44	30,501.66
Resources	225,976.00	75,325.64	104,950.34	47,693.12
Deacon Board	3,300.00	1,100.08	(432.00)	1,600.00
MAP	1,000.00	333.36	0.00	0.00
<b>Total Budgeted Disbursements</b>	<b>927,136.00</b>	<b>309,046.76</b>	<b>290,744.33</b>	<b>263,982.66</b>
<b>Net Budgeted Items</b>	<b>(14,833.00)</b>	<b>(4,945.68)</b>	<b>(16,764.06)</b>	<b>(39,194.17)</b>

# ECOB 2021



# ECOB YTD 4/30 COMPARISON



Elizabethtown Church of the Brethren  
777 South Mt Joy St.  
Elizabethtown, PA 17022  
4/1/2021 - 4/30/2021

	(1) Beginning Balance	(2) Contributions	(3) Distribution	(4) Transfers	(5) Adjusted Balance	(6) Admin Fees	(7) Interest & Dividends	(8) Market Value Fluctuation	(9) Ending Balance
<b>Christian Education Program</b>									
Balanced	11,272.12	0.00	0.00	0.00	11,272.12	0.00	12.78	401.83	11,686.73
Short Term	30,065.32	0.00	0.00	0.00	30,065.32	0.00	11.58	-15.36	30,061.54
<b>Christian Education Program Totals:</b>	<b>41,337.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41,337.44</b>	<b>0.00</b>	<b>24.36</b>	<b>386.47</b>	<b>41,748.27</b>
<b>Ezra Bucher Scholarship</b>									
Balanced	60,204.33	0.00	0.00	0.00	60,204.33	0.00	68.24	2,146.13	62,418.70
Short Term	40,086.51	0.00	0.00	0.00	40,086.51	0.00	15.44	-20.48	40,081.47
<b>Ezra Bucher Scholarship Totals:</b>	<b>100,290.84</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,290.84</b>	<b>0.00</b>	<b>83.68</b>	<b>2,125.65</b>	<b>102,500.17</b>
<b>Facility Fund</b>									
Balanced	179,404.85	0.00	0.00	0.00	179,404.85	0.00	203.31	6,395.39	186,003.55
Short Term	651,397.12	0.00	0.00	0.00	651,397.12	0.00	250.86	-332.75	651,315.23
<b>Facility Fund Totals:</b>	<b>830,801.97</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>830,801.97</b>	<b>0.00</b>	<b>454.17</b>	<b>6,062.64</b>	<b>837,318.78</b>
<b>M O'Donnell Music Ministries Fund</b>									
Balanced	373,277.42	0.00	0.00	0.00	373,277.42	0.00	423.02	13,306.45	387,006.89
Short Term	150,322.17	0.00	0.00	0.00	150,322.17	0.00	57.89	-76.79	150,303.27
<b>M O'Donnell Music Ministries Fund Totals:</b>	<b>523,599.59</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>523,599.59</b>	<b>0.00</b>	<b>480.91</b>	<b>13,229.66</b>	<b>537,310.16</b>
<b>Memorial Fund</b>									
Balanced	10,803.32	0.00	0.00	0.00	10,803.32	0.00	12.23	385.14	11,200.69
<b>Memorial Fund Totals:</b>	<b>10,803.32</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,803.32</b>	<b>0.00</b>	<b>12.23</b>	<b>385.14</b>	<b>11,200.69</b>
<b>Organ Improvement</b>									
Balanced	21,079.62	0.00	0.00	0.00	21,079.62	0.00	23.88	751.46	21,854.96
<b>Organ Improvement Totals:</b>	<b>21,079.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,079.62</b>	<b>0.00</b>	<b>23.88</b>	<b>751.46</b>	<b>21,854.96</b>
<b>Outreach &amp; Ministry Education</b>									
Balanced	323,100.62	0.00	0.00	0.00	323,100.62	0.00	366.16	11,517.78	334,984.56
Short Term	430,924.25	0.00	0.00	0.00	430,924.25	0.00	165.95	-220.12	430,870.08
<b>Outreach &amp; Ministry Education Totals:</b>	<b>754,024.87</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>754,024.87</b>	<b>0.00</b>	<b>532.11</b>	<b>11,297.66</b>	<b>765,854.64</b>
<b>Pastor Housing</b>									
Balanced	252,866.83	0.00	0.00	0.00	252,866.83	0.00	286.55	9,014.11	262,167.49
<b>Pastor Housing Totals:</b>	<b>252,866.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>252,866.83</b>	<b>0.00</b>	<b>286.55</b>	<b>9,014.11</b>	<b>262,167.49</b>
<b>Elizabethtown Church of the Brethren Totals:</b>	<b>2,534,804.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,534,804.48</b>	<b>0.00</b>	<b>1,897.89</b>	<b>43,252.79</b>	<b>2,579,955.16</b>

## **Pastoral Team Report to Church Council, Spring 2021**

# **Rejoice in the Lord always, again I will say Rejoice!**

Philippians 4.4

While it appears that we are just weeks away from re-opening and meeting again in person, we find ourselves overwhelmed with deep gratitude, contagious excitement, and hope grounded in a loving, present God. Consider who we are as a people and how far we have come! We have experienced a global pandemic crisis the proportions of which we could not have imagined. While few remain untouched by Covid-19 in some way, our prayers and thoughts and love are with those who have suffered and grieve, assured that each is being held by our caring God.

As your pastors, here is what we experience, what we see in you and what causes us to rejoice:

### **Deep gratitude...**

...that we have experienced love perhaps like never before - God's love for each one of us, God's love for us as a people and our love for one another and for the world.

...that, despite separation by the pandemic, we have been together in so very many ways:

- ❖ small groups have continued to meet via Zoom, to stay connected and to encourage one another during difficult times.
- ❖ new groups for study and spiritual growth have emerged.
- ❖ thousands of phone calls, emails, texts, cards, notes and outdoor visits have helped folks stay connected.

...that congregational leadership has continued to meet and provide excellent guidance through these unprecedented times.

### **Contagious excitement...**

...that we have added an on-line congregation to our faith community. We look forward to discovering new ways of being "the body" as a global community!

...that our facility improvement and updating have begun! We are on the move!

## **Grounded hope...**

...that God has been in our midst, even “moved in our midst” as we have been apart.

...that as we resume traditions that we have found meaningful for generations, we will also discover new and meaningful ways of being church in post-pandemic times.

All of these things and more cause us to rejoice! We are ever grateful to serve as your pastors and anticipate the future as we practice peace, service, and openness to all. We celebrate a new day together and look forward to a genuine homecoming before long!

## **Individual reporting:**

Josh

- ❖ Completed final course in Brethren History needed for ordination. Beginning ordination process with Atlantic Northeast District.
- ❖ Continuing to serve as Music Director for Church of the Brethren Annual conference 2021. This will be an all online conference July 4th weekend.
- ❖ Continuing to work with various groups in the church in preparation for re-opening worship while also increasing our live streaming capabilities

Jason

- ❖ Continuing work with Christian Ed about what Faith Formation looks like for all age groups in a post-pandemic environment. I will be picking up some additional responsibilities with opportunities to preach sermons in worship. I am continuing my classes with Bethany Theological Seminary with a potential graduation date in 2023. I will be serving on the newly reorganized Board of Camp Swatara as well as an additional term with the ANE District Gift Discernment team. I am also serving as an advisor for the Church of the Brethren’s National Youth Cabinet for the planning of the National Youth Conference in 2022.

Pam

- ❖ Serves on Advisory Board for Safe Communities and on the Etown College Board of Trustees
- ❖ Completed process with District Ministry Commission concerning officiating same sex weddings. A letter has been placed in my permanent file naming my actions as well as a one-year suspension from serving in district leadership. Thank you, dear sisters and brothers, for your overwhelming support, especially for our LGBTQ+ friends, in assuring a safe, just and welcoming community that is open to all!

## Reports of the Church Board

## Exhibit C

### Christian Education Commission

- Sending notice about Sunday School hour structure to volunteers.
  - Classes to be offered during church hour when indoor services begin: Nursery, 1 Shine class, 1 Blaze class

### Expressions Commission

- No written report.

### Nurture Commission

- Faith Markers
  - Nurture members will visit 4-year-olds and 5th graders to present their books and take photos for a slideshow in church as we did last year. We are aiming for a TBD June date.
  - We will plan for HS senior gifts in coordination with Pastor Jason and his church service plans involving those students.
- Social time/Movie night
  - Scheduled for Friday, August 20 (with rain date on Saturday, August 21)
  - We discussed sharing the event with Lititz CoB. We are investigating possible funding options in the form of sponsorships.
- Picnic with Lititz CoB
  - Sunday afternoon, September 19th, at Lititz CoB. Lititz is planning and hosting along with the Etown CoB hospitality committee.

### Resources Commission

- The Elevator is completed; waiting for the State Inspection approval.
- The new Security System has been installed.
- The Fire Panel is being replaced.
- The hot water booster for the kitchen dishwasher was repaired
- The generator was repaired.
- The Church sign on Market/Arch Street will be replaced.
- David Clemens has assumed caretaker responsibility for The Rider Cemetery.
- Much work has been done with the Memorial Garden and the ECCC playground area; trees removed, trees planted, top soil added, repair/paint of ECCC fenced area. Kurt Sollenberger is acknowledged for his work and leadership with this project.

## **Witness Commission**

- Walk to Nigeria in the Month of May - currently 29 participants
- May 22nd - Chicken BBQ Fundraiser for Haiti Medical Clinic
- Community Cupboard Food Drive - moving to July to accommodate church activities and Community Cupboard
- Looking for ideas for a 2021 service project

## **Deacons**

- The Deacons continue with weekly visits through phone, text, email, and notes.
- Likewise, the Benevolence Fund continues to be active.

## **Search Committee**

The Pastoral Search Committee is keenly aware that you are eager to hear news about our assignment to search for a new pastor. Our thank you to those who suggested potential candidates. Our interview procedures have been established. We are focusing on the following categories and have prepared questions for the candidate accordingly: Worship and Preaching, Strategic Planning, Witness/Outreach, Team Leadership, Church Administration, and Communication.

Pastoral profiles provided by the District Executive, Pete Kontra, have been received and screened along with unsolicited profiles and inquiries. In addition, several candidates are discerning our request to them to submit their profile for our consideration as an Executive Pastor.

Carroll Kreider, Chair; John David Bowman, Jeff Eberhart-Bingeman, Nancy Hivner, Amy Karr, Trisha Sollenberger

## **Building Committee**

The Building Committee met on May 13 with church occupants and the general contractor and mechanical contractor who are slated to begin work on May 17. Horst Construction of Lancaster will be the general contractor for the following work: Renovations of the first floor restrooms for ADA compliance in the Christian Education wing; install new structural steel on the roof of the Christian Education building to support new rooftop HVAC units; replace the existing roofing membrane and add additional insulation on the Christian Education building. CMC, Inc., of Gap, will be the mechanical contractor for the following work: purchase and install new rooftop HVAC units, including exposed ductwork and piping into the existing building. Church staff has worked with the Building Committee to remove and relocate items from the spaces that will be impacted during renovations this summer.